



## CREDIT CARD AUTHORIZATION FORM Guest Room Reservations

I, \_\_\_\_\_, hereby authorize the DoubleTree by Hilton Virginia Beach to charge my credit card for the following items:

☐ Guestroom Room & Tax Charges

☐ Guestroom Incidental Charges

☐ Other: \_\_\_\_\_

Name on card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Card Type and  
Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Amount to  
Charge: \_\_\_\_\_

Name of Guest: \_\_\_\_\_ Confirmation: \_\_\_\_\_

Check-In Date: \_\_\_\_\_ Check-Out  
Date: \_\_\_\_\_

Street Address  
of Guest: \_\_\_\_\_ City, State,  
Zip of Guest: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature \_\_\_\_\_

DoubleTree by Hilton Virginia Beach  
1900 Pavilion Drive, Virginia Beach, VA 23451  
Phone: 757-422-8900 Fax: 757-422-0039

**A copy of the card holder's driver's license and the back of the credit card must be submitted with this form.**

**\*\*The card above will be charged for room and tax when this form is received by the hotel. \*\***